

20 March 2025

Dear Shareholder

**Hong Kong Exchanges and Clearing Limited ("HKEX")**

**Letter to Existing Registered Shareholders**

- **Notice of Publication of 2024 Annual Report, Circular dated 20 March 2025 together with Notice of Annual General Meeting, and Proxy Form (collectively "Current Corporate Communications") and 2024 Sustainability Report**

The English and Chinese versions of the Current Corporate Communications and HKEX's 2024 Sustainability Report are available in the Investor Relations (Regulatory Disclosure) section of the HKEX Group website ([www.hkexgroup.com](http://www.hkexgroup.com)) and on the HKEXnews website ([www.hkexnews.hk](http://www.hkexnews.hk)). If you have previously requested for receiving Corporate Communications <sup>(Note 1)</sup> in printed form ("Prior Request"), the printed version of the Current Corporate Communications in your selected language(s) is enclosed.



QR Code of Online Request Form  
for shareholders

To promote electronic dissemination of Corporate Communications, we write to seek your consent to receiving all future Corporate Communications (other than Actionable Corporate Communications) by electronic means through the HKEX Group website ("Electronic Version") pursuant to the Hong Kong Companies Ordinance.

Please submit your request by completing the Online Request Form via the QR code above or the Request Form available for download from the HKEX Group website ([www.hkexgroup.com](http://www.hkexgroup.com)) <sup>(Note 2)</sup> should you wish to:

- continue to receive Corporate Communications issued by HKEX (up to the time when HKEX publishes its next annual report in the following year) in printed form ("Printed Version") <sup>(Note 3)</sup> following your Prior Request; or
- only receive email notification of the posting of Corporate Communication(s) on the HKEX Group website in the future).

**If HKEX does not receive your duly completed request form opting for Printed Version by 17 April 2025, you are deemed to have elected the Electronic Version, and a notification of the posting of Corporate Communication(s) on the HKEX Group website will be sent to you in the future** <sup>(Note 4)</sup>.

You may at any time change your choice of language or means of receipt of Corporate Communications with not less than seven days' notice in writing to HKEX's registrar, Computershare Hong Kong Investor Services Limited, by submitting the Online Request Form or the Request Form <sup>(Note 2)</sup>. If you have difficulty in accessing the relevant Corporate Communications electronically and wish to receive printed copies, HKEX will promptly upon your request send the printed copies to you free of charge.

HKEX's 2024 Sustainability Report is published in electronic form only under the Investor Relations (Regulatory Disclosure) section of the HKEX Group website ([www.hkexgroup.com](http://www.hkexgroup.com)). If you wish to receive a printed copy of HKEX's 2024 Sustainability Report, you may submit your request by completing the Online Request Form or the Request Form <sup>(Note 2)</sup>.

Should you have any queries in relation to this letter, please call the enquiry hotline of HKEX's registrar on (852) 2862 8688 during business hours (9:00 am to 6:00 pm, Monday to Friday, excluding Hong Kong public holidays).

Yours faithfully  
Timothy Tsang  
Group Company Secretary

Notes:

- Corporate Communication refers to any document issued or to be issued by HKEX for the information or action of holders of any of its securities or the investing public, including, but not limited to, the directors' report and annual accounts together with a copy of the auditor's report, the interim report, a notice of meeting, a listing document, a circular and a proxy form.  
Actionable Corporate Communication refers to any corporate communication that seeks instructions from an issuer's securities holders on how they wish to exercise their rights or make an election as the issuer's securities holders. For the avoidance of doubt, this does not include a notice of general meeting or proxy form. Pursuant to the Listing Rules and the Hong Kong Companies Ordinance, HKEX will send the Printed Version of the Actionable Corporate Communications to holders of its securities individually.
- You may complete and submit the Request Form, which is available for download from the Investor Relations (Shareholder Services) section on the HKEX Group website ([www.hkexgroup.com](http://www.hkexgroup.com)), to Computershare Hong Kong Investor Services Limited, by post to 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong, or by email to [hkex.ecom@computershare.com.hk](mailto:hkex.ecom@computershare.com.hk).
- HKEX will seek shareholders' consent to receiving the Electronic Version of Corporate Communications (other than Actionable Corporate Communications) annually at the time when the annual report is published. If, after the date of this letter, you submit a Request Form for the Printed Version of future Corporate Communications issued by HKEX, you will be provided with printed copies of Corporate Communications issued by HKEX after the date of your request and up to the time when HKEX publishes its next annual report in the following year.
- The notification will be sent to you by email or, if no email address is provided, by post to your address as it appears in HKEX's register of members.